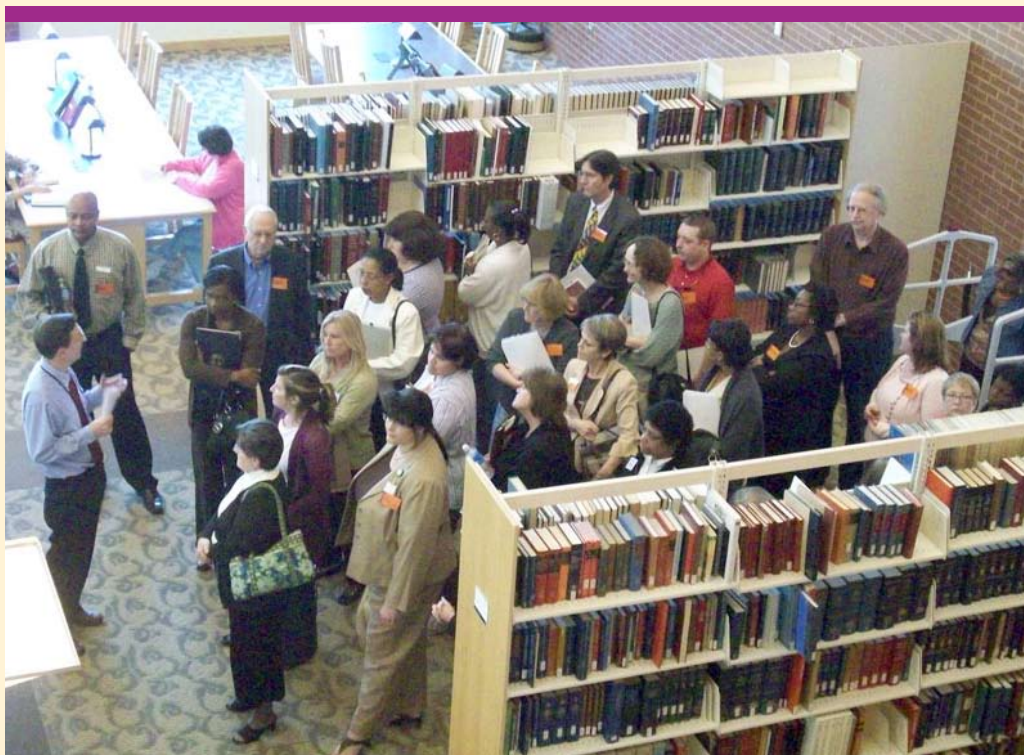


on the Record, @Online

*News about South Carolina's state and local government records management
from the South Carolina Department of Archives & History*

Volume 6 ♦ Number 3 ♦ May, 2008

**For publications and further information about our services to
state and local governments, check our [WEB](#) page.**



Attendees visit the Reference Room on their tour of the Archives and History Center

Records Management Conference

The Archives' fourth annual records management conference, April 29, 2008, was a great success, with over 130 people attending. [Click here](#) for links to the photo gallery and to PowerPoint presentations.

Disasters: Are you Prepared?

It is hard to believe, but hurricane season is upon us. There were fifteen named storms last year but we were lucky to avoid any serious damage in South Carolina. This year, forecasters are predicting at least thirteen major storms and the reality is that it only takes one storm to create a disaster. Now is the time to make sure your disaster plans are in place, up-to-date, and that your office is prepared! The State Archives has many resources available to assist you with disaster planning including technical leaflets on creating a plan, lessons we have learned, information on vendors as well as details about disaster recovery training sessions we are offering across the state. Be sure to check out our [web site](#) to make sure you've done all you can to protect your records.



The SC Archives Joins Multi-State Digital Archives Project

The Archives is working with state archives in Arizona, Florida, New York, and Wisconsin to develop a digital archives for permanently valuable electronic records. Led by Arizona, this two-year project, called the Persistent Digital Archives and Library System (PeDALS), will establish processes to securely transfer, preserve, and provide access to state government digital records, while ensuring their authenticity and integrity. Each state has identified several different record series to use in testing these new processes. Here in South Carolina, we will be working with the digitized case files of the State Supreme Court, voter registration master lists from the State Election Commission, and the orders issued by the Public Service Commission. We are currently negotiating with several additional agencies about possible participation as well. For more information, [click here](#).

Project details can be found on the Arizona State Library, Archives and Public Records [web site](#).

Log On to Ancestry.com

Through an agreement with [The Generations Network, Inc.](#) (TGN), TGN's [Ancestry.com](#) site is now available free of charge to anyone visiting the Archives' Reference Room. The Reference Room is open to the public Monday through Saturday, 8:45am to 4:45pm.



Online SC Government Agency Website Archives Updated

Be sure to explore the Archives' state agency [online archive of state agency websites](#). It's been redesigned and is increasing in content as additional state agency web pages are added on a scheduled basis.

Online Access Enhanced & Digital Images Added

Access to the Archives' popular [Online Records Index](#) (ORI) has been recently upgraded thanks to extensive and free systems design and development provided by [CGM Computer Consulting of Columbia](#) (CGMCC). CGMCC made major changes to the searchable online database which houses nearly one million pages of colonial, state, and local government records in the Archives holdings. The upgrade provides a greatly improved web interface, making it much easier not only for the public to use the ORI but also for Archives staff to update it.

Images of records referred to in the index are being added as funding permits, thus allowing researchers to view and print at home. Though only a fraction of the Archives' holdings is included in the Online Records Index, it includes the oldest of our holdings and is among the most important sources for family history. Federal grant funds through the SC State Library have allowed us to scan more than 70,000 already indexed records and post them to the ORI.

Increasing online access is a major ongoing effort for us, which would not be possible without the support of such organizations as the [SC State Library](#), the [Institute of Museum and Library Services](#), and [CGM Computer Consulting, Inc.](#)

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ROLL OF CITIZENS

of the Columbia Township, in the County of Charleston, between the ages of 21 and 45, 1790.

No.	NAME	Age	RESIDENCE	RESIDENCE	RESIDENCE
1	Abraham	22	Charleston	South St.	
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1869 Militia enrollment for the City of Columbia, Series S192021

The Search
for a suitable water supply
1668-1904

The early years: shallow wells, cisterns, and artesian wells

Advances in public health

The Charleston Light and Water Company and a new water source

"The Search for a suitable water supply, 1668-1904," Charleston Commissioners of Public Works

Awards

The SC SHRAP recently presented awards recognizing an individual and a local government agency.

Governor's Archives Award

Dr. Constance B. Schulz, University of South Carolina, for her dedication and contributions to archival education and South Carolina's history

Award of Merit

Charleston Commissioners of Public Works and Associates for increasing the visibility of and appreciation for the City of Charleston's history

For further information about these awards, [click here](#).

Local Government Archival Workshops

The Archives is offering a session on Archival Issues and Practices for Local Governments. The class will be offered three times in September, dates/locations to be determined, around the state. If you have questions about storage, about handling your records, or are looking for a professional development opportunity you can afford, please join Heather South in September for a FREE session dealing with archival issues you may be facing and information about sound practices for ensuring the best care for your records. If you are interested in hosting or attending the class be sure to send Heather an email [southhh@scdah.state.sc.us] or check out our [web site](#) for the most up-to-date session information.

Local Government Records Advisory Council (LGRAC) Meeting

The LGRAC met on April 10th. Among the issues discussed were Archives activities related to local government records, including training, disaster preparedness, electronic records and digital access; the Archives' policy on the sale of local government records on eBay; and grants for local government records projects. For a summary of the meeting, [click here](#).



LGRAC Meeting Attendees

Front Row: William Clark, *Orangeburg County*; John Mackintosh, *Archives*; Melissa Carter, *Municipal Association*; Rick Rodden, *Richland County*; Mary Schroeder, *Court Administrator*; Joyce McDonald, *Kershaw County*; Kathy Williams, *Association of Counties*. Back Row: Greg Carter, *City of Aiken*; Tom Townsend, *Charleston County School District*; Timothy Nanney, *Greenville County*; David Vebaun, *Rock Hill*; Richard Harris and Roy Tryon, *Archives*



The Government Archives and Records Annual Meeting

Take advantage of a rare occurrence, the annual meeting of the National Association of Government Archives and Records Administrators (NAGARA) occurring within easy driving distance. The 2008 NAGARA annual meeting will be held July 23-25 in Atlanta, Georgia, and will include sessions specifically for state and local government archivists and records managers. This is an excellent opportunity to not only attend great sessions but also to network with others from around the country. For more information, [click here](#).

News from the Wider World

"How Recent Amendments to the Federal Rules of Civil Procedure Impact Records Management," by Peter B. Gronvall, Esq. and Mary Ann Reichard, Esq., from *New Images*, June-July, 2007 newsletter of the Gaithersburg, MD ARMA Chapter
www.armamar.org/gmd/Newsletters/June07.pdf

Local Government Archives Task Force Report

[Executive Summary](#)

[Case Statement](#)

"Records Managers See Value of Enterprise Architecture"

Federal Computer Week, March 7, 2008

[National Archives Toolkit for Managing Electronic Records](#)

[National Archives Survey of Federal Agency RM Applications](#)

A Final Word

As this issue of *On the Record, Online* is being prepared, we are all waiting on the state budget for fiscal year 2008/2009. From all indications, state-funded agencies, colleges and universities, and other bodies, will have to deal with budget reductions. There is bound to be an impact on local governments as well. In facing the new fiscal year, keep in mind that what you do in managing state and local government records is an important function – for government efficiency and effectiveness and to document the impact of government on its citizens today for those who come after us. Reductions in budgets are unpleasant experiences to deal with, but they challenge us to find ways to continue doing those important things for which we are uniquely responsible. Archives staff are available to advise on a broad range of records issues, so please feel free to contact us. A good place to start exploring what we have to offer is our [website](#). Please visit it today.

As always, please feel free to contact me about our programs and services.

Roy H. Tryon, CA, CRM
State Archivist and Records Administrator



Links

Records Management Conference

<http://arm.scdah.sc.gov/training/conferenceday.htm>

Multi-State Digital Archives Project

www.digitalpreservation.gov/news/2008/20080201news_article_az.html

<http://rpm.lib.az.us/pedals/index.asp>

Online Access Enhanced

www.archivesindex.sc.gov/

www.cgmcc.com/

SC State Library

www.statelibrary.sc.gov/

Institute of Museum and Library Services

www.imls.gov/

Awards

www.state.sc.us/scdah/shrab/shrabawardspage.htm

LGRAC Meeting

<http://arm.scdah.sc.gov/advisory/advisory+council+local.htm>

Ancestry.com

www.tgn.com

www.ancestry.com/

Online SC Government Agency Website Archives

<http://arm.scdah.sc.gov/webarchives/>

Disasters

<http://arm.scdah.sc.gov/disaster/>

Local Government Archival Workshops

www.state.sc.us/scdah/shrab/2009regrant/2009regrantWorkshops.htm

NAGARA Annual Meeting

www.nagara.org/

News From the Wider World

www.armamar.org/gmd/Newsletters/June07.pdf

www.statearchivists.org/lga/LGATF-ExecSumm-2008-01.pdf

www.statearchivists.org/lga/LGA-CaseStmnt-Formatted-2008-01.pdf

www.fcw.com/online/news/151870-1.html

http://toolkit.archives.gov

www.archives.gov/records-mgmt/resources/rma-study-07.pdf

A Final Word

<http://arm.scdah.sc.gov/>